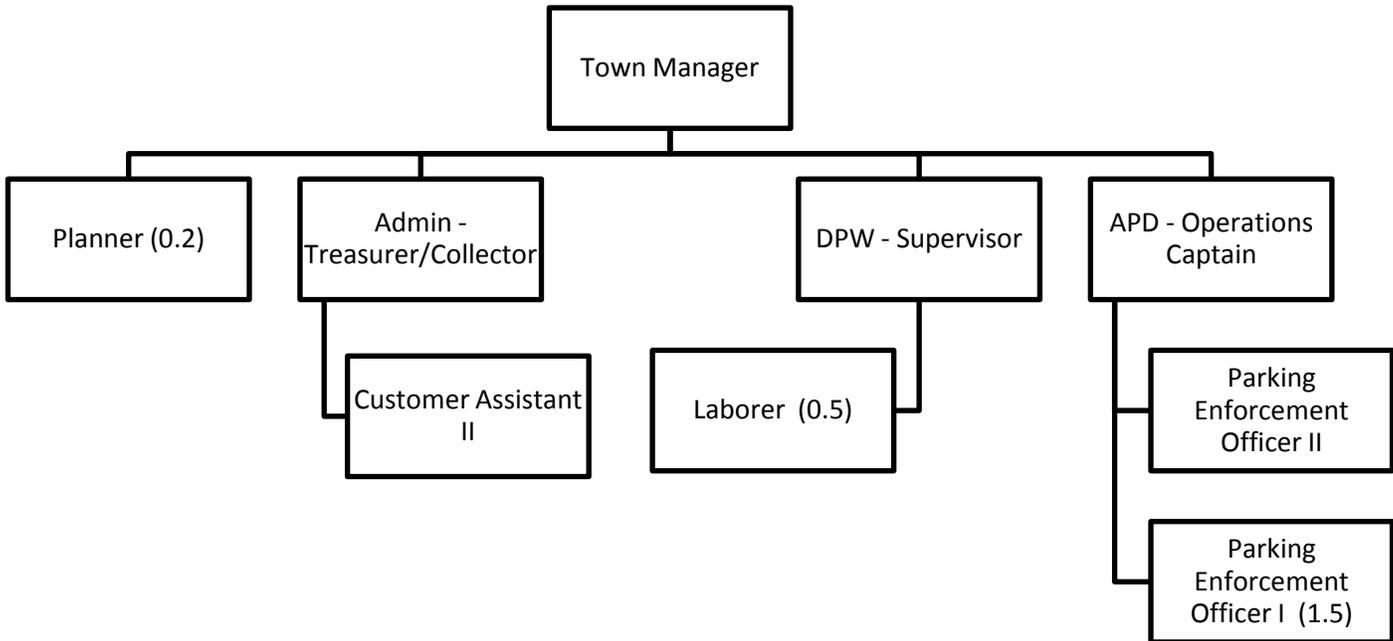


**TRANSPORTATION
FUND**

TRANSPORTATION FUND

MISSION STATEMENT: To provide a parking and public transportation system that meets the needs of Amherst residents and businesses, and, that can be supported through fees and other alternative non-tax revenue sources.



TRANSPORTATION FUND SUMMARY

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
Operating Revenues	\$ 961,735	943,217	898,662	979,000	1,003,434	24,434	2.5%
Interest and Late Fees	\$ 2,136	2,708	929	2,000	1,000	(1,000)	-50.0%
SUBTOTAL REVENUES	\$ 963,871	945,925	899,592	981,000	1,004,434	23,434	2.4%
Transportation Fund Surplus	\$ 84,323	55,833	88,688	100,218	0	(100,218)	-100.0%
TOTAL RESOURCES	\$ 1,048,194	1,001,758	988,280	1,081,218	1,004,434	(76,784)	-7.1%
Operating Budgets	\$ 781,742	707,320	686,606	883,408	808,474	(74,935)	-8.5%
Gen. Fund Services	\$ --	--	--	--	--		
Gen. Fund Loan Repayment	0	0	0	0	0	0	0.0%
Debt Service	\$ 64,019	71,032	67,763	65,975	59,125	(6,850)	-10.4%
Capital Program	\$ 50,000	75,000	80,000	35,000	40,000	5,000	14.3%
TOTAL APPROPRIATION	\$ 895,761	853,352	834,369	984,383	907,599	(76,784)	-7.8%
Indirect Costs Appropriated in General Fund	\$ 96,907	93,782	92,643	96,835	96,835	0	0.0%
TOTAL EXPENDITURES	\$ 992,668	947,134	927,012	1,081,218	1,004,434	(76,784)	-7.1%

TRANSPORTATION FUND

REVENUES

GOAL STATEMENT: To maintain revenue sources adequate to support existing parking and transportation facilities and related expenses.

LONG RANGE OBJECTIVES:

FY 14 OBJECTIVES:

To monitor new parking rates and costs associated with pay-by-space parking system.
To develop a fund balance policy for this fund.

SERVICE LEVELS:

	<u>FY 08</u> <u>Actual</u>	<u>FY 09</u> <u>Actual</u>	<u>FY 10</u> <u>Actual</u>	<u>FY 11</u> <u>Actual</u>	<u>FY 12</u> <u>Actual</u>
Funding Composition (%)					
Operating Revenues	98	90	92	94	91
Interest	1	1	1	1	0
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	1	9	8	6	9

TRANSPORTATION FUND

REVENUES

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
Parking Violations	322,344	306,248	246,560	300,000	300,000	0	0.0%
Parking Fines	163,274	159,585	134,868	155,000	155,000	0	0.0%
Parking Fines - Registry Fees	53,321	57,059	49,040	42,000	42,000	0	0.0%
Parking Meter Fees	390,254	387,865	424,899	450,000	461,384	11,384	2.5%
Parking Permit Fees	13,440	14,925	24,955	15,000	15,000	0	0.0%
Parking Garage Reserved Fee	16,895	17,535	14,550	17,000	22,050	5,050	29.7%
Parking Miscellaneous	2,208	0	3,791	0	8,000	8,000	--
Parking Interest and Late Fees	2,136	2,708	929	2,000	1,000	(1,000)	-50.0%
	<u>963,871</u>	<u>945,925</u>	<u>899,592</u>	<u>981,000</u>	<u>1,004,434</u>	<u>23,434</u>	<u>2.4%</u>

Rate Summary	Location	Current
Metered Parking	On Street, Main St and Spring St lots	\$0.50 per hour
	Boltwood Garage and CVS Lot	\$0.50 per hour
Permit Parking	Residential	\$25 per year
	Employment	\$25 per year
Leased	Lower level of Boltwood Garage	\$75/mo or \$750/yr

SIGNIFICANT BUDGET CHANGES:

Parking fees will remain unchanged in FY 14. No funds from Transportation Fund Surplus will be appropriated to support this budget. The July 1, 2012 Transportation Fund Free Cash is \$99,407, down from \$228,639 last year.

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

GOAL STATEMENT: To develop and manage transportation systems to serve the Town Center and adjacent residential areas.

RECENT ACCOMPLISHMENTS & CURRENT CHALLENGES:

- Summer and Fall 2011: Completed phase 1 and 2 installation of new pay-by-space parking machines in Boltwood Garage, Town/CVS Lot, Amity Street, and Town Hall Lot with pay by credit card and cell phone capability.
- Understand full impact to revenue and expenses after the improvements to the system and can now develop recommendations to restore the fund to fully balanced and adequate reserve level.
- Loss of 14 spaces in Kellogg Ave lot due to construction project of Unitarian Universalist Church, beginning in May 2013 and continuing throughout FY 14.

LONG RANGE OBJECTIVES:

To explore options for additional parking space inventory for peak demand periods and continue to evaluate options for annual revenue growth.

To decrease traffic congestion in the Downtown and surrounding areas.

To consider expansion of pay by credit card and/or pay-by-space technology to replace street meters.

To return outreach routes to PVRTA management and financing.

FY 14 OBJECTIVES:

To seek options to expand public parking through lease or other mutually beneficial arrangement, with owners of private downtown parking, as recommended in the 2008 Downtown Parking Study by PVPC.

SERVICE LEVELS:

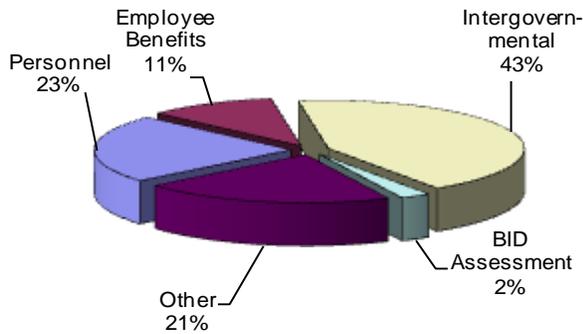
	FY 08	FY 09	FY 10	FY 11	FY 12
	Actual	Actual	Actual	Actual	Actual
Street Meters Maintained	394	400	400	407	339
Handicapped Spaces	21	21	21	21	21
Pay and Display Meters Maintained	7	7	7	7	12
Stolen and Demolished Meters	4	5	10	8	6
Meter Repairs	56	60	52	55	70
Tickets issued	22,529	24,335	25,130	23,670	21,857
Traffic Enforcement/Special Events	20	15	18	19	22
Hours of Meter Enforcement	4,720	4,410	4,410	4,450	4,438
Boot and Tow Releases	8	65	83	53	57
Parking Permits Issued	705	750	601	600	700
Committees Served: Parking Task Force	1	1	1	1	1
Collection Rate of Total Issues	88%	76%	74%	75%	73%
Hearings/Appeals	890	1,318	1,515	1,318	1,248
Annual Meter Revenue per Space					
CVS Lot	\$488	\$479	\$426	\$451	\$433
Boltwood Garage	726	\$706	\$696	\$699	\$714
Street Meters	565	\$571	\$577	\$556	\$456

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
Personnel Services	\$ 142,735	153,509	155,497	180,462	186,543	6,081	3.4%
Operating Expenses	\$ 639,007	553,811	531,109	698,946	617,931	(81,015)	-11.6%
Capital Outlay	\$ 0		0	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$ 781,742	707,320	686,606	883,408	808,474	(74,934)	-8.5%
SOURCES OF FUNDS							
User Fees	\$ 747,419	707,320	677,918	818,190	808,474	(9,716)	-1.2%
Surplus	\$ 34,323	0	8,688	65,218	0	(65,218)	-100.0%
POSITIONS							
Full Time	3.50	3.62	3.70	3.70	3.70	0.00	
Part Time With Benefits	1.00	1.00	1.00	1.00	1.00	0.00	
Full Time Equivalents	4.00	4.12	4.20	4.20	4.20	0.00	

MAJOR COMPONENTS:



Personnel Services includes funds for two full time enforcement officers, a half time enforcement officer, a parking clerk, a .2 planner, and a half time maintenance worker shared with the Tree and Grounds Maintenance budget.

Employee benefits are \$85,764 for health insurance, retirement, and other employee benefits.

Intergovernmental, \$348,217 includes funds for the PVTA assessment, outreach routes, and taxes to the General Fund for parking facilities.

The Business Improvement District (BID) Assessment is \$20,000.

Other includes supplies, utilities, technical services, and subsidies.

SIGNIFICANT BUDGET CHANGES:

Operating costs declined because due to anticipated construction and reconfiguration of the Kellogg Ave parking lot behind the Unitarian Church the Town will no long pay rent for that space. The payment to the BID is up \$5,000, per the Town's agreement with the BID.

Cost of the Town estimated share of the PVTA assessment declined by \$61,423. This expected to be a one year change in PVTA assessment. The Outreach Routes costs for the revised Route remain at \$124,940, provided via contract with UMass Transit and funded entirely by the Town.

NOTE: Ridership trend data for all bus routes are included in the Appendix.

TRANSPORTATION FUND**GENERAL FUND SERVICES**

GOAL STATEMENT: To compensate the General Fund for services provided by various departments.

LONG RANGE OBJECTIVES:**FY 14 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	FY 08 <u>Actual</u>	FY 09 <u>Actual</u>	FY 10 <u>Actual</u>	FY 11 <u>Actual</u>	FY 12 <u>Actual</u>
Number of departments reimbursed	7	7	7	7	7
Percentage of total Fund expenses paid to the General Fund	7	7	11	11	11

TRANSPORTATION FUND

GENERAL FUND SERVICES

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
General Fund Loan Repayment	0	0	0	0	0	0	0.0%
General Fund Services	\$ 96,907	93,782	92,643	96,835	96,835	0	0.0%
TOTAL APPROPRIATION	\$ 96,907	93,782	92,643	96,835	96,835	0	0.0%
SOURCES OF FUNDS							
User Fees	96,907	93,782	92,643	96,835	96,835	0	0.0%

MAJOR COMPONENTS:

The General Fund provides services which are used by the Transportation Fund. Transfers are made from the Transportation Fund to the General Fund to compensate for the cost of these services. Charges for FY 14 are as follows:

Select Board / Town Manager	2% of budget	\$ 5,054
Finance Department	1% of budget	13,627
Human Resources	1% of budget	2,767
Construction and Maintenance	5% of budget	44,309
Information Systems	3% of budget	19,849
Police		5,265
Town Hall Debt		<u>5,964</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$96,835</u>

SIGNIFICANT BUDGET CHANGES:

None.

TRANSPORTATION FUND

DEBT SERVICE

GOAL STATEMENT:

To provide funds to satisfy debt obligations.

LONG RANGE OBJECTIVES:

FY 14 OBJECTIVES:

To make payments on debt incurred to build the parking garage on the Boltwood site.

SERVICE LEVELS:

	<u>FY 08</u> <u>Actual</u>	<u>FY 09</u> <u>Actual</u>	<u>FY 10</u> <u>Actual</u>	<u>FY 11</u> <u>Actual</u>	<u>FY 12</u> <u>Actual</u>
Number of issues outstanding	2	1	1	1	1

TRANSPORTATION FUND

DEBT SERVICE

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
Principal	\$ 50,000	55,000	55,000	55,000	50,000	(5,000)	-9.1%
Interest	\$ 14,019	16,032	12,763	10,975	9,125	(1,850)	-16.9%
TOTAL APPROPRIATION	\$ 64,019	71,032	67,763	65,975	59,125	(6,850)	-10.4%
SOURCE OF FUNDS							
User Fees	\$ 64,019	71,032	67,763	65,975	59,125	(6,850)	-10.4%
Surplus	\$ 0	0	0	0	0	0	0.0%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Parking Garage	50,000	9,125	59,125

SIGNIFICANT BUDGET CHANGES:

In December 2009, the Town refunded (refinanced) bonds originally issued in 1999 for construction of the Boltwood Parking Garage. The Town will realize interest savings thru FY 20, the last year of debt service on these bonds.

TRANSPORTATION FUND

CAPITAL PROGRAM

MISSION STATEMENT: To maintain facilities and equipment to ensure the delivery of efficient parking and transportation services.

RECENT ACCOMPLISHMENTS AND CURRENT CHALLENGES:

Completed a significant upgrade to parking facility signs for meter instructions and way-finding in collaboration with the Chamber and the Amherst Business Improvement District.

LONG RANGE OBJECTIVES:

FY 14 OBJECTIVES:

SERVICE LEVELS:

	<u>FY 08 Actual</u>	<u>FY 09 Actual</u>	<u>FY 10 Actual</u>	<u>FY 11 Actual</u>	<u>FY 12 Actual</u>
Number of Projects:					
Departmental Equipment (meters)	0	1	0	1	1
Existing Facilities	0	0	1	1	1
New Facilities	0	0	0	0	0

TRANSPORTATION FUND

CAPITAL PROGRAM

	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Manager	FY 14 Department	Change FY 13 - 14	Percent Change
Departmental Equipment	\$ 0	50,000	70,000	0	0	0	0.0%
Existing Facilities	\$ 50,000	25,000	10,000	35,000	40,000	5,000	14.3%
New Facilities	\$ 0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$ 50,000	75,000	80,000	35,000	40,000	5,000	14.3%
SOURCE OF FUNDS							
User Fees	\$ 0	19,167	0	0	40,000	40,000	--
Surplus Funds	\$ 50,000	55,833	80,000	35,000	0	(35,000)	-100.0%

MAJOR COMPONENTS:

Facilities

\$25,000

Painting Garage Structures

10,000

Lines and Signs in Town Center

5,000

Safety Grate in Parking Garage